



The Childress Institute for Pediatric Trauma (CIPT) announces the availability of research funds to support our mission to discover and share the best ways to prevent and treat severe injuries in children throughout the United States. More information about the Institute can be found at our website SaveInjuredKids.org.

A total of \$100,000 is anticipated to be awarded through this RFP for a 12-month project period. Final funding decisions will be based on proposal review by the research advisory committee and at the discretion of the CIPT Executive Director. Funding support will begin no sooner than October 1, 2017.

Research Program (RP) Application Instructions

STEP 1: Read the Instructions

If you have any questions about the application contact the CIPT Research Programs Officer, Barb Yoza, at (336) 716-9397 or e-mail byoza@wakehealth.edu.

STEP 2: Prepare the Proposal

Applications that do not follow the instructions will be returned without review.

General Proposal Formatting Guidelines

- Use font no smaller than 11 point
- Single-spaced on plain 8½" x 11", numbered pages
- Margins should be a minimum of 0.5"
- Each section should be titled and in the order outlined below

Proposal Requirements

Applications must include these sections in the following order:

A. COVER PAGE

Please complete with all appropriate signatures.

B. RESEARCH PLAN (4 page maximum)

Organize the Research Plan in the specified order and using the instructions provided below. Start each section with the appropriate section heading.

- Title of the proposed project, name and affiliation of principal investigator, co-investigators or multiple investigators.
- **Abstract:** A brief (no more than 300 words) and succinct summary of the research proposed.

- **Specific Aims:** State hypothesis to be tested and specific aims of the proposed research.
- **Impact:** Describe how the proposed research supports the goals of the CIPT.

(a) Significance

- Explain the importance of the problem or critical barrier to progress in the field that the proposed project addresses.
- Explain how the proposed project will improve scientific knowledge, technical capability, and/or clinical practice in one or more fields related to pediatric trauma.
- Describe how the concepts, methods, technologies, treatments, services, or interventions that drive pediatric trauma management will be changed if the proposed aims are achieved.
- Describe how your project improves the health outcomes of injured children and their families and the impact of your study on the general good of US society at large.

(b) Innovation

- Explain how the application challenges and seeks to shift current research or clinical practice paradigms.
- Describe and explain any novel theoretical concepts, approaches or methodologies, instrumentation or interventions to be developed or used, and any advantages and refinements over existing methodologies, instrumentation, or interventions.

(c) Approach

For each specific aim:

- Describe the overall strategy, methodology, and analyses to be used to accomplish the aim. Include how the data will be collected, analyzed (including power calculation and statistics), and interpreted as well as any resource sharing plans as appropriate.
- Discuss potential problems, alternative strategies, and benchmarks anticipated to achieve the aims.
- If the project is in the early stages of development, describe any strategy to establish feasibility, and address the management of any high risk aspects of the proposed work.
- Discuss anticipated outcomes, including predicted results and targeted external grant applications. Provide a project time line with **specific project deliverables**.

- Describe the qualifications and contributions of each investigator. For multiple investigators, a leadership plan should be included.

C. LITERATURE CITED (1 page maximum)

References should be cited numerically throughout the Research Plan as appropriate; reference list should not exceed 1 page.

D. FACILITY DESCRIPTION (1 page maximum)

- **Name:** Provide the name of the primary facility where the project is to be conducted.
- **Location:** Provide the current/planned location of the facility and describe proximity of the facility to the investigators.
- **Communication:** If the project is conducted at multiple sites, what services are available for communication between investigators, including real time contact for time sensitive issues.
- **Available resources:** Describe access to equipment, computers, computer programs, printers, computer support and other materials/supplies needed to complete the project.

STEP 3: Complete a Budget and Justification

Budget Guidelines

All key personnel **must** be included, with percent effort, even if salary is not requested.

Allowable items include:

- List amount salary and fringe requested for research salary support and % effort on project.
- Materials/supplies (categorized and ≤\$5,000/category)
- Travel to research conferences/meeting for the purposes of presenting project findings

Unallowable items include:

- Overhead or indirect costs
- Tuition

Budget Justification

All funds requested must be justified. Materials/supplies >\$5000 must be itemized and justified.

STEP 4: Supporting Documents

- NIH biosketch for all key personnel
- Price quote or estimate if applicable
- Copy of matching fund agreement if matching funds are available
- Certification documents to include (but not limited to) CITI or other human subject research assurance certification, IRB approval for the study and other professional certifications and training documentation as applicable

STEP 5: Review and Submit

Carefully review your application package and make sure all materials comply with instructions. **Submit application package as a single PDF to the CIPT Research Programs Officer, Barb Yoza at byoza@wakehealth.edu by 5:00PM on June 30, 2017.**

Submission of the application indicates that:

- 1) You release the CIPT from any claim for damages caused by:
 - a) Disclosures required under the provisions of any North Carolina or United States law, statute, or regulation,
 - b) Disclosures made in connection with the CIPT's funding review and approval process,
 - c) Disclosures required by rule or order of any court of competent jurisdiction, or
 - d) Any other non-negligent, inadvertent, unintentional, unknowing, or immaterial disclosure.
- 2) Use of facilities and equipment is performed in accordance with legal and ethical federal and institutional guidelines, policies and procedures, including—but not limited to—guidelines, policies and procedures applicable to human subjects, laboratory animals, or hazardous agents and materials.

Post-award reporting requirements will be provided when a grant is awarded.

You will receive a confirmation email that the CIPT Research Programs Officer has received your application. Any CIPT request for additional information must be addressed within 24 hours.

Review Criteria: Proposals will be reviewed on a scale of 1 (high) to 10 (low) for overall impact of the project to advance knowledge or enhance the standard practices in areas related improving outcomes in pediatric trauma. The primary review criteria are:

- The significance of the proposed research to pediatric trauma and the impact on national health.
- Qualification(s) of investigator(s); strength of leadership plan and/or
- Research innovation and feasibility (approach)
- Infrastructure/Resources to support project

Final funding decisions will be at the discretion of the CIPT Executive Director based on proposal reviews.